

85-1645

45-7

ROUTING AND TRANSMITTAL SLIP		Date
		5/8/85
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1.	D/FINANCE	
2.		
3.		
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

#1 - FOR ACTION

cc: D/OL

(PLS PREPARE RESPONSE FOR DDA'S SIGNATURE)

SUSPENSE: COB 29 MAY 85

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

	Room No.—Bldg.
	Phone No.

5041-102

* GPO: 1983 O - 381-529 (232)

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

Services
Administration Washington, DC 20405



MAY 2 1985

DD/A Registry
85-1645

Mr. Harry Fitzwater
Deputy Director for Administration
Central Intelligence Agency
Washington, DC 20505

Dear Mr. Fitzwater:

Under the provisions of 31 U.S.C. § 3726 and 41 CFR 101-41 (Transportation Documentation and Audit), GSA's Office of Transportation Audits is responsible for the audit of transportation bills paid by all Federal agencies worldwide, identification and recovery of all associated overcharges, prescription of uniform documentation payment and audit procedures, as well as the monitoring of Federal agencies' regulatory compliance.

It is in this context that we believe it would be mutually beneficial to have a more direct interchange of information with the agencies that we support. It has been suggested that creation of an Interagency Committee on Transportation Audits would serve this purpose. If established, the committee would meet periodically, but at a minimum annually.

In this regard, I would like you or your designee to complete the enclosed questionnaire and return it to the following address by May 31, 1985:

General Services Administration
Office of Transportation Audits
Review and Assistance Section (BWCP/A)
18th & F Streets, NW.
Washington, DC 20405

Questions and/or verbal comments should be directed to George Gilmore on (202) 786-3016 or FTS 786-3016.

Thank you for your cooperation in this matter.

Sincerely,

A handwritten signature in dark ink, appearing to read "T. P. Wolf", is written over a horizontal line.

THOMAS P. WOLF
Director, Office of
Transportation Audits

Enclosure

**PROPOSED INTERAGENCY COMMITTEE ON
TRANSPORTATION AUDITS**

	Yes	No
WOULD YOUR AGENCY REGULARLY SEND REPRESENTATIVE(S) TO MEETINGS OF SUCH A COMMITTEE?	_____	_____
SUGGESTED FORMAT: Should large and small agencies attend together?	_____	_____
Should both policymakers and "technical" personnel attend the same sessions?	_____	_____
Would meetings in regional cities be beneficial?	_____	_____
Would a workshop type approach be most productive?	_____	_____

ADDITIONAL REMARKS:

SUGGESTED AGENDA ITEMS: Proper submission of paid documents for audit.	_____	_____
Cash purchase of transportation which costs over \$100.	_____	_____
Closings/consolidations of certifying offices.	_____	_____
Processing of SF 1170's.	_____	_____
Obtaining exceptions to existing regulations.	_____	_____
Input to new regulations.	_____	_____

OTHER SUGGESTED AGENDA ITEMS:

WOULD YOU OBJECT TO OCCASIONAL INDUSTRY PARTICIPATION?	_____	_____
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PLANNED LOCATION: GSA headquarters located at 18th & F Sts., N.W.	_____	_____
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Alternative location(s):

ADDITIONAL REMARKS/SUGGESTIONS:

Name of Responding Official (Please Print)

Agency

Mailing Address

Telephone Number
Please Mail to:

General Services Administration
Office of Transportation Audits
Review and Assistance Section (BWCP/A)
18th & F Sts., N.W.
Washington, D.C. 20405
Attention: George Gilmore